



HRG Memorandum 15-07

To: KEHP HR Generalists

From: Department of Employee Insurance (DEI)

Re: Administrative Manual – 2nd Quarter 2015 Update

Date: February 12, 2015

Commonwealth of Kentucky
Personnel Cabinet
Department of Employee Insurance
2nd Floor, State Office Building
501 High Street
Frankfort, Kentucky 40601

Web Site: kehpc.ky.gov

KEHP's Administration Manual has been updated. This manual is the tool for understanding qualifying events and deadlines along with internal DEI policies. Any relevant change has been identified with a yellow 'new' icon or a blue "updated" icon.



[Click here](#) to see the revised version **Please review carefully as almost every chapter has updated or new information.**

If necessary, updates and/or revisions to the Administrative Manual will be provided every quarter. We welcome your comments and suggestions to improve the document and request that you email donnaM.cordier@ky.gov for any suggestions you may have.

